

Career Development Workshop Schedule

Career Development Workshops Schedule | Offered to the public weekly from 10:00am – 12:00pm at the NC Works Career Center at 1105 S. Briggs Avenue in Durham

Tuesdays	Thursdays	
Ace The Interview Successful interviewing is critical for you to obtain the best job offer. Learn how to ace your next interview confidently!	Job Seeking Methods Discover the best ways to obtain a new career when finding job opportunities prove to be a difficult task. Also learn about the most effective job search resources that can improve your efforts.	September
Social Media For The Job Seeker Human Resources personnel use social media sites for recruitment purposes. Be encouraged to get registered to leading professional media sites to improve your job searching efforts!	Creating Business Cards Networking business cards will give you the opportunity to provide critical career and contact information with people you meet in social and professional situations. Learn how to use this jobsearch tool as you search for your next best career opportunity.	October
Labor Market Information Hone in on Labor Market facts to help you intelligently explore your next career move!	Diversity in the Workplace As a result of our ever-changing world, accepting and understanding diversity has become a vital part of our society. Gain awareness and an understanding of others' differences to add to a work environment that is inclusive and respectful.	November
Skills Assessments Job ready assessments are an integral part of instruction, as it determines whether or not you are prepared for a specific career. Attend this workshop and leave with a complete understanding of your qualifications.	Networking and the 30 Second Elevator Speech Networking is the most effective job search method, though it requires creative and strategic efforts (about 75% of your job searching campaign). Invest in learning the best networking techniques and self- marketing ideas to present your best professional image in less than 30 seconds.	December
Career Pathways Explore Career Pathways workforce development strategies to support your transition to gainful employment!	Linked-In LinkedIn operates the world's largest professional network on the Internet with more than 380 million members. Find out how LinkedIn can better connect you to career opportunities and create a complete profile with a professional photo! (Dress Professionally)	January

Please contact Lauren Johnson at <u>ljohnson@edsisolutions.com</u> or 919-560-6880 ext. 247 to register. Space is limited.